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**Personnel**

**SAFETY AWARDS PROGRAM (PA)**



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This instruction implements AFD 36-28, *Awards and Decorations Programs*, to establish and instruct the Safety Awards Program as a major element of the Air Mobility Command (AMC) Mishap Prevention Program. The AMC Director of Safety administers the program. This publication requires collection and maintenance of information protected by the Privacy Act of 1974. Authority to collect and maintain the records prescribed here is 44 U.S.C. 2904, 3102, 3301, and implemented by AFMAN 37-139, *Records Disposition Schedule*. This instruction applies to all active duty AMC activities and AMC-gained Air National Guard (ANG) and Air Force Reserve Command (AFRC) units. HQ AMC/SE will approve supplements to this instruction.

**SUMMARY OF REVISIONS**

This revision generally updates the text; award criteria and nomination formats for AMC-level safety awards. It **changes** the Office of Primary Responsibility (OPR) for AMC Unit Mishap-Free Flying-Year and Flying-Hour Milestone Award from AMC/SER to each individual unit; the name of the Lamar F. Renfro Award to AMC Distinguished Ground Safety Award (AMC Wing); the name of the AMC Weapons NCO of the Year Award to the AMC Weapons Individual of the Year Award; and it brings AMC's awards in line with Air Force. It **adds** the AMC Nuclear Surety Individual of the Year Award; the AMC Explosive Safety Individual of the Year Award; the AMC Distinguished Explosive Safety Award; the AMC Distinguished Nuclear Surety Safety Award; the AMC Distinguished Ground Safety Award (AMC Group); the AMC Chief of Safety Aircrew of Distinction Award; and Operational Risk Management (ORM) is now included in all selection criteria. It **deletes** the AMC Commander's Trophy for Flight, Ground, and Weapons; the National Safety Council Awards; the AMC Flight Safety Achievement Award; the AMC Ground Safety Achievement Award; the AMC Explosives Safety Achievement Award; and the AMC Traffic Safety Achievement Award.

## ***Section A—General Information***

**1. Purpose.** AMC Safety Awards recognize outstanding safety acts or achievements performed by individuals and units. Commanders at all levels should emphasize and encourage participation in these awards, review achievements, and submit only those truly deserving recognition. Awards are considered on a fiscal year basis, except for the Distinguished Individual Safety Award; the Excellence in Airmanship Award; the Individual Mishap-Free Flying Hour Milestone Award; the Unit Mishap-Free Year/Hour Milestone Award; the *Mobility Forum* Writing Contest; the *Mobility Forum* Photo Contest; and the AMC Director's Safety Award, which may be submitted and/or awarded throughout the year.

**2. Eligibility.** Eligibility extends to all active duty units and individuals. DRUs not aligned under a Numbered Air Force (NAF) may submit nominations directly to AMC. AMC-gained ANG and AFRC units and individuals are eligible only for the AMC Excellence in Airmanship Award; the Individual Mishap-Free Flying Hour Milestone Award; the Unit Mishap-Free Year/Hour Milestone Award; the AMC Distinguished Individual Safety Award; the *Mobility Forum* Writing Contest, and the *Mobility Forum* Photo Contest. AFRC units and individuals participate in the annual AF Safety Awards Program through their AFRC channels.

**3. Unit Awards.** The AMC Safety Awards Program provides a wide variety of avenues to stimulate performance and recognize unit achievements.

**4. Individual Awards.** The AMC Safety Awards program provides a wide variety of avenues for recognition at all levels of achievement. Awards progression should be as follows:

- 4.1. Oral compliment from supervisor or commander
- 4.2. Letter of appreciation from supervisor or commander
- 4.3. Letter of commendation
- 4.4. Awards in this Instruction

**5. Nomination Suspenses.** NAFs will submit the unit packages to HQ AMC/SEE not later than 15 November after the fiscal year award period, unless otherwise specified.

**6. Nominating Procedures.** Unless otherwise indicated, active duty, ANG and USAFR unit commanders originate nominations and send through command channel safety offices, including Numbered Air Forces (NAF) to HQ AMC/SEE, 510 POW-MIA Street, Room E112, Scott AFB IL 62225-5020. NAFs consolidate award nominations and send to HQ AMC/SEE in a single package. Nomination submittals are limited to one single-spaced page (front side only) and will be submitted on Air Force Form 1206, *Nomination for Award*, dated 20000701 or later, using BULLET format, and saved as a Form Flow package. Nominations must be accompanied by a cover letter indicating order of preference for each award and submitted electronically, either on disks or via e-mail. In some cases, only one nomination for both AMC and Air Force awards is required. In those cases, submit only for the Air Force award according to AFI 36-2833. The AMC awards board will automatically review for AMC equivalent.

**7. AMC Safety Awards Board.** The awards board convenes annually to review nominations and make recommendations to the AMC Commander for final approval. The board is chaired by the AMC Director

of Safety (SE) or designated representative, and consists of voting members from Flight, Ground, Weapons, and ORM. Representatives from HQ AMC/SEE, Executive Services Division, act as advisors to the board.

**8. Mishap-Free Status.** For the purpose of flight safety awards, “mishap” is defined as any DOD Class A or B flight-related mishap for which AFI 91-204, *Safety Investigations and Reports*, requires a formal report. For the purpose of ground and weapons safety awards, “mishap” is defined as any DOD Class A and B mishap, IAW AFI 91-204. Individuals are “mishap-free” when not held accountable with causing or contributing to any mishap above. However, individuals who caused or contributed to incidents, which, only because of reporting criteria, were not categorized as mishaps, should not be submitted. Units are “mishap-free” when not held accountable with a mishap for awards purpose (see next paragraph).

**9. Mishap Accountability for Awards Purpose.** Commanders should not wait for final determination of cause factors to nominate their units. The AMC Safety Awards Board or the Director of Safety will determine accountability. For ground safety awards, commanders may also submit rationale supporting unit “no-fault” mishap (due to circumstances clearly beyond control of the unit). When a unit is held accountable with a mishap, all intermediate units in the chain of command, up to and including the NAF, are also held accountable. However, only maintenance units are held accountable when the mishap was caused by a maintenance factor. Active wings will be considered separately from associate wings.

**10. Presentation of Awards/Displaying of Awards.** Senior personnel should present awards in a timely manner, with maximum participation and publicity. Presentations should be coordinated with local Public Affairs office whenever possible. Unit awards should be displayed in a central location so all may share in the achievement. Individual awards will be displayed as prescribed.

**11. Disposition of Awards.** On deactivation, units will send elements to the next level of command for storage or display. These awards are returned to the unit upon reactivation.

**12. Additional Safety Awards Program.** Subordinate units are encouraged to establish additional awards programs to further their immediate and specific goals, and to enhance AF and AMC programs. These awards will comply with the spirit and intent of the AMC program. Units should emphasize the prestige of receiving an award.

### ***Section B—Annual Awards***

#### **13. Safety Office of the Year.**

**13.1. Purpose.** Recognizes the unit with the best Safety Office in the command.

**13.2. Eligibility.** All wing safety offices.

**13.3. Criteria.** Board members will consider base size, mission complexity, mishap rates/trends, initiatives, evaluations, ORM implementation, IG evaluations, participation in special events, and recognition by other safety awards, etc.

**13.4. Submissions Procedures.** Each NAF will submit one nominee on an AF Form 1206, in bullet format, not to exceed one page.

#### **14. AMC Chief of Safety Aircrew of Distinction Award.**

**14.1. Purpose.** To recognize at least two aircrew members up to an entire crew in averting a mishap or minimizing the seriousness of an aircraft emergency situation.

**14.2. Eligibility.** All active wings and groups reporting directly to NAFs and geographically separated groups with a flight mission. An aircrew may not receive this award and a member of the same aircrew may not receive the Koren Kolligian, Jr., Trophy for the same event.

**14.3. Nominating Procedures.** Do not submit. NAFs will submit nominations for the Air Force Chief of Safety Aircrew of Distinction Award. AMC will select from these nominations. AMC winner will be submitted for the Air Force Chief of Safety Aircrew of Distinction Award.

**14.4. Criteria.** Board members will select the aircrew or aircrew members that most successfully coped with an emergency situation. The emergency must have resulted from any of these situations: mechanical difficulty while in-flight or on the ground, a significant in-flight incident that could have resulted in serious injury, loss of life, or loss of the aircraft. This category may include serious cargo mishaps such as fuel spills of shifting loads; environmental factors beyond the aircrew's control; or non-aircrew member personnel errors in the air or on the ground. Each aircrew member must have contributed to the resolution of the emergency. Aircrews, who have prevented a potential mishap that was caused by their own misdeeds, lack of judgment, or foolhardy or excessive risk-taking are ineligible. The emergency situation must have occurred in the award fiscal year. Include the aircrew's or aircrew individuals' organization and the name, rank, duty assignment, duty Air Force Specialty code (DAFSC), date of the event, and type of aircraft. An unclassified description detailed enough for the awards board to evaluate the emergency and what corrective action each aircrew member took.

**14.5. Description of Award.** Plaque.

#### **15. AMC Distinguished Flying Unit Safety Award.**

**15.1. Purpose.** Recognizes the unit with the best Flight Safety Program.

**15.2. Eligibility.** All active wings and groups reporting directly to NAFs and geographically separated groups with a flight mission.

**15.3. Nominating Procedures .** Do not submit. Submit nominations for USAF Flight Safety Plaques (IAW AFI 36-2833, Section O). Board will automatically review for AMC selection and send to Air Force Safety Center (AFSC) for Air Force recognition.

**15.4. Criteria.** Board members take under consideration unit mission, ORM implementation, extraordinary tasks completed, number of flight hours for each type and model aircraft flown, and total number of hours flown since last charged mishap.

**15.5. Description of Award.** Plaque.

#### **16. AMC Unit Mishap-Free Flying-Year and Flying-Hour Milestone Award.**

**16.1. Purpose.** Recognizes a significant number of mishap-free flying hours and years.

**16.2. Eligibility.** Eligibility extends to all active AMC flying units, wing level and below, and AMC-gained ANG/AFRC flying wings/squadrons. Groups with more than one subordinate flying unit are also eligible. For active units, eligibility starts on the date of activation or reactivation; for ANG and USAFR units, eligibility starts on date of assignment to AMC. Units reassigned to AMC

from another command are credited with total mishap-free hours accrued under other commands upon date of assignment. Eligibility for a new record starts the day after a unit is charged with a mishap.

### 16.3. Criteria.

Hours	Increments
Up to 1,000 hours a year	Increments of 2,500 hours
1,001 - 2,000 hours a year	Increments of 5,000 hours
2,001 - 4,000 hours a year	Increments of 10,000 hours
4,001 - 8,000 hours a year	Increments of 20,000 hours
8,001 - 20,000 hours a year	Increments of 50,000 hours
20,001 - 40,000 hours a year	Increments of 100,000 hours
40,001 - 100,000 hours a year	Increments of 250,000 hours
100,001 hours a year and above	Increments of 500,000 hours

**16.4. Nominating Procedures.** Do not submit. This is a unit-level responsibility and function. Units will be responsible for the monitoring of milestone years and hours. Units will be responsible for informing their commanders of milestones reached. Information provided should include:

16.4.1. Date of unit's last chargeable Class A or B mishap, if appropriate, or date of activation/reactivation. (It is not necessary to describe a past mishap.)

16.4.2. Total number of years since last chargeable Class A or B mishap.

16.4.3. Number of FY mishap-free flying hours.

16.4.4. Total number of mishap-free flying hours since unit's activation/reactivation.

16.5. Description of Award. Units should update/purchase plaques with changeable year and hour plates. Units are responsible for updating the year and hour plates as necessary. Each unit should provide a "Roll of Honor" list of all reporting units and their milestones directly to Schatz Publishing, 11950 W. Highland Ave, Blackwell OK 74631 (e-mail: <mailto:schatzpub@aol.com>), for inclusion in *The Mobility Forum*.

## 17. AMC Distinguished Ground Safety Award (AMC Wing).

**17.1. Purpose.** Recognizes the AMC Wing with the best Ground Safety program.

**17.2. Eligibility.** All active AMC wings. This organization must be the installation host unit.

**17.3. Criteria.** Must have an outstanding ground safety program. Units must be free of on-duty ground mishap fatalities, either have a mishap rate at or below AMC's fiscal year-end average in military on-duty injuries, civilian injuries, and Air Force motor vehicle mishaps, and have reduced its mishap rates in these categories below the unit's previous rate and have reduced the number of off-duty fatalities from the previous fiscal year. Board members consider statistical information provided by HQ AMC/SEG (Ground Safety Division).

**17.4. Nominating Procedures.** Do not submit. NAFs will submit nominations for the Air Force Chief of Safety Outstanding Achievement Award for Ground Safety Category II or III (IAW AFI 36-2833, Section M). AMC will select from these nominations.

**17.5. Description of Award.** Plaque.

**18. AMC Distinguished Ground Safety Award (AMC Group).**

**18.1. Purpose.** Recognizes the AMC Group with the best ground safety program.

**18.2. Eligibility.** All active groups, geographically separated operations groups and Air Mobility Operations Groups (AMOGs). **NOTE:** Groups co-located with their parent wing are part of the wing nomination.

**18.3. Criteria.** Must have an outstanding ground safety program. Units must be free of on-duty ground mishap fatalities, either have a mishap rate at or below AMC's fiscal year-end average in military on-duty injuries, civilian injuries, and Air Force motor vehicle mishaps, and have reduced its mishap rates in these categories below the unit's previous rate and have reduced the number of off-duty fatalities from the previous fiscal year. Board members consider statistical information provided by HQ AMC/SEG (Ground Safety Division).

**18.4. Nominating Procedures.** Do not submit. NAFs will submit nominations for the Air Force Chief of Safety Outstanding Achievement Award for Ground Safety Category IV (IAW AFI 36-2833, Section M). AMC will select from these nominations.

**18.5. Description of Award.** Plaque.

**19. Best En Route Support Unit Award.**

**19.1. Purpose:** Recognizes the En Route support unit with the best safety program.

**19.2. Eligibility.** Eligibility extends to all En Route AMSSs.

**19.3. Criteria.** Units must be free of on-duty ground mishap fatalities. Board members will evaluate overall safety program, mishap rates, complexity of mission, locations, difficulties encountered at those locations, etc.

**19.4. Nominating Procedures.** Do not submit. NAFs will submit nominations for the Air Force Chief of Safety Outstanding Achievement Award for Ground Safety Category V (IAW AFI 36-2833, Section M). AMC will select from these nominations.

**19.5. Type of Award .** Plaque.

**20. AMC Distinguished Explosive Safety Award .**

**20.1. Purpose.** Recognizes the unit with the best Explosives Safety Program.

**20.2. Eligibility.** All active wings, geographically separated groups and AMOGs and their subordinate squadrons.

**20.2.1. CATEGORY I.** Wings, groups, separate operating squadrons or detachments or comparable organizations actively engaged in explosives operations.

**20.2.2. CATEGORY II.** Organizations who actively contribute to explosives safety through research, design, test and evaluation, logistics, or training.

**20.3. Criteria.** Areas of consideration are: Mishap exposure. Consider type of munitions operations that are accomplished by the host/tenant units. Include munitions support provided to mobility operations. Address Class C and D mishaps. Risk Assessment: Accomplishments that decreased impact of explosives hazards and quantity-distance violations. Results of Department of Defense Explosives Safety Board survey, MAJCOM evaluations/inspections visits, and NAF readiness assessment. Mishap prevention program to include ORM implementation and its effectiveness. Outstanding accomplishments and contributions to explosives safety. Explosives safety training. Effectiveness of training program, educational and publicity material developed for Air Force or command publications. Other pertinent information such as research and development, and test support which impacted quality of AF and command explosives safety program.

**20.4. Nominating Procedures.** Do not submit. Units submit for USAF Explosives Safety Plaque (IAW AFI 36-2833, Section Q). Board members will automatically review for AMC consideration, and select the best unit.

**20.5. Description of Award .** Plaque.

## **21. AMC Distinguished Nuclear Surety Safety Award.**

**21.1. Purpose.** Recognizes the unit with the best Nuclear Surety Program.

**21.2. Eligibility.** All AMC organizations with a nuclear-related mission may compete.

**21.2.1. CATEGORY I:** Wings, groups, squadrons, detachments, or comparable organizations that handle, mate or dismantle, maintain, load or unload, employ, launch, or store nuclear weapons.

**21.2.2. CATEGORY II:** Organizations responsible for nuclear weapons research, design, or development, or organizations with engineering, logistical airlift, training, or contingency missions that involve nuclear weapons or nuclear components.

**21.2.3. CATEGORY III:** Wings, groups, squadrons, detachments, or comparable organizations that design, construct, test, maintain, or operate nuclear reactor facilities.

**21.3. Criteria.** Areas of consideration are as outlined in AFI 36-2833, Section S.

**21.4. Nominating Procedures.** Do not submit. Units submit for USAF Nuclear Surety Plaque (IAW AFI 36-2833, Section S). Board members will automatically review for AMC consideration, and select the best unit.

**21.5. Description of Award.** Plaque.

## **22. Operational Risk Management Achievement Award.**

**22.1. Purpose.** Recognizes the unit that contributed the most toward attaining a cultural change to achieve world-class status for managing risk.

**22.2. Eligibility.** Eligibility extends to all AMC units with a full-time safety staff.

**22.3. Criteria.** Evidence of employment of an exemplary operational risk management program magnifying leadership. Implementation of risk management through training and educational accomplishments, and awareness cross tell. This includes risk management initiatives, which have command-wide application.

**22.4. Nomination Procedures.** NAFs will provide an AF Form 1206, in bullet format (not exceeding one page) outlining ORM safety initiatives and accomplishments.

**22.5. Description of Award.** Plaque.

### **23. AMC Safety Officer of the Year Award.**

**23.1. Purpose.** To recognize outstanding achievements and individual contributions in support of the AMC Safety Program by one primary and one additional duty safety officer.

**23.2. Eligibility.** Officers with a safety prefix who occupy a safety position number are considered primary. All others performing safety duties are considered additional duty.

**23.3. Criteria.** (1) Development or implementation of outstanding safety policies, programs, or procedures that reduce the possibility of mishaps. These may be accomplished in more than one safety discipline. (2) Outstanding performance of duties involving quality visits, education and training, mishap investigation, reporting, and analysis; enforcement of standard practices; and safety management resulting in improved operational and maintenance effectiveness.

**23.4. Nominating Procedures.** Submit on AF Form 1206 (do not exceed one page). Citation is required. AMC will consider the winner of the Safety Officer of the Year – Primary for one Air Force-level award: Chief of Staff Individual Safety Award.

### **24. AMC Flight Safety NCO of the Year Award.**

**24.1. Purpose.** To recognize outstanding achievements and individual contributions in support of the AMC Flight Safety Program by one primary and one additional duty flight safety NCO.

**24.2. Eligibility.** NCOs with safety prefixes are considered primary. All others performing safety duties are considered additional.

**24.3. Criteria.** (1) Development or implementation of outstanding safety policies, programs, or procedures that reduce the possibility of mishaps. These may be accomplished in more than one safety discipline. (2) Outstanding performance of duties involving quality visits, education and training, mishap investigation, reporting, and analysis; enforcement of standard practices; ORM implementation and safety management resulting in improved operational and maintenance effectiveness.

**24.4. Nominating Procedures.** Submit on AF Form 1206 (do not exceed one page). Citation is required. AMC will consider the winner of the AMC Flight Safety NCO of the Year – Primary for two Air Force-level awards: Chief of Staff Individual Safety Award and the Safety Career Professional of the Year Award.

### **25. AMC Ground Safety NCO of the Year Award.**

**25.1. Purpose.** To recognize outstanding achievements and individual contributions in support of the AMC Ground Safety Program by one primary and one additional duty ground safety NCO.

**25.2. Eligibility.** NCOs with safety prefixes are considered primary. All others performing safety duties are considered additional.

**25.3. Criteria.** (1) Development or implementation of outstanding safety policies, programs, or procedures that reduce the possibility of mishaps. These may be accomplished in more than one safety discipline. (2) Outstanding performance of duties involving quality visits, education and training, mis-



hap investigation, reporting, and analysis; enforcement of standard practices; ORM implementation and safety management resulting in improved operational and maintenance effectiveness.

**25.4. Nominating Procedures.** Submit on AF Form 1206 (do not exceed one page). Citation is required. AMC will consider the winner of the Ground Safety NCO of the Year – Primary for two Air Force-level awards: Chief of Staff Individual Safety Award and the Safety Career Professional of the Year Award.

## **26. AMC Explosive Safety Individual of the Year Award .**

**26.1. Purpose.** Recognizes outstanding achievements and individual contributions in support of the AMC Explosive Safety Program.

**26.2. Eligibility.** Air Force military and civilian personnel at all levels. Officers with a safety prefix who occupy a safety position number, NCOs with safety prefixes, and civilians (GS/GM 018 and 803 occupational series) will be considered primary. All others will be considered additional.

**26.3. Criteria.** Same criteria as listed in AFI 36-2833, Section L.

**26.4. Nominating Procedures.** Do not submit. Submit individuals for the USAF Explosive Safety Outstanding Achievement Award (IAW AFI 36-2833, Section L). Board members will automatically review for AMC consideration, and select the best individual. AMC will consider the winner of the AMC Explosive Safety Individual of the Year Award – Primary and Additional for the AMC Weapons Individual of the Year Award.

## **27. AMC Nuclear Surety Individual of the Year Award.**

**27.1. Purpose.** Recognizes outstanding achievements and individual contributions in support of the AMC Nuclear Surety Program.

**27.2. Eligibility.** Air Force military and civilian personnel at all levels. Officers with a safety prefix who occupy a safety position number, NCOs with safety prefixes, and civilians (GS/GM 018 and 803 occupational series) will be considered primary. All others will be considered additional.

**27.3. Criteria.** Same criteria as listed in AFI 36-2833, Section K.

**27.4. Nominating Procedures.** Do not submit. Submit individuals for the USAF Nuclear Surety Outstanding Achievement Award (IAW AFI 36-2833, Section K). Board members will automatically review for AMC consideration, and select the best individual. AMC will consider the winner of the AMC Nuclear Surety Individual of the Year Award – Primary and Additional for the AMC Weapons Individual of the Year Award.

## **28. AMC Weapons Safety Individual of the Year Award.**

**28.1. Purpose.** Recognizes outstanding achievements and individual contributions in support of the AMC Weapons Safety Program.

**28.2. Eligibility.** Air Force military and civilian personnel at all levels. Officers with a safety prefix who occupy a safety position number, NCOs with safety prefixes, and civilians (GS/GM 018 and 803 occupational series) will be considered primary. All others will be considered additional.

**28.3. Criteria.** Same criteria as listed in AFI 36-2833, Sections K & L.

**28.4. Nominating Procedures.** Do not submit. AMC will consider the winner of the AMC Explosive Safety Individual of the Year Award and the winner of the AMC Nuclear Surety Individual of the Year Award for this award. AMC will consider the winner of the AMC Weapons Safety Individual of the Year Award – Primary for two Air Force-level awards: Chief of Staff Individual Safety Award and the Safety Career Professional of the Year Award (enlisted and civilian only).

## **29. AMC Outstanding Safety Civilian of the Year Award.**

**29.1. Purpose.** To recognize outstanding achievements and individual contributions to the AMC Safety Program by one primary and one additional duty safety civilian.

**29.2. Eligibility.** Civilian safety career field (GS/GM 018 and 803 occupational series) are considered primary. All others performing safety duties are considered additional.

**29.3. Criteria.** (1) Development or implementation of outstanding safety policies, programs, or procedures that reduce the possibility of mishaps. These may be accomplished in more than one safety discipline. (2) Outstanding performance of duties involving quality visits, education and training, mishap investigation, reporting, and analysis; enforcement of standard practices; and safety management resulting in improved operational and maintenance effectiveness.

**29.4. Nominating Procedures.** Submit on AF Form 1206 (do not exceed one page). Citation is required. AMC will consider the winner of the AMC Safety Civilian of the Year – Primary for two Air Force-level awards: Chief of Staff Individual Safety Award and the Safety Career Professional of the Year Award.

## **30. AMC Individual Flying-Hour Milestone Award.**

**30.1. Purpose.** Recognizes a significant number of military mishap-free flying hours (includes student hours).

**30.2. Eligibility.** All AMC and AMC-gained ANG and AFRC aircrew members, foreign exchange officers and airmen assigned as AMC crewmembers, and aircrew members assigned to other commands, but attached to AMC units for flying purpose for a minimum of 12 consecutive months. Milestones are: 1,000 hours (for helicopters only and must include a minimum of 600 hours in rotary wing aircraft); 1,500 hours, 2,500 hours, 3,500 hours, 5,000 hours, 6,500 hours, 7,500 hours, 8,500 hours, 10,000 hours, 12,500 hours, 15,000 hours, and 20,000 hours. Total hours consists of *all military flying hours* (Active Duty, AFRC, and ANG), including student hours. Unit should verify the member's flight record to confirm the milestone.

**30.3. Nominating Procedures.** Units should submit their requests directly to HQ AMC/SEE, 510 POW-MIA Drive, Room E-111, Scott AFB, IL 62225, with a courtesy copy to Schatz Publishing, 11950 W. Highland Ave., Blackwell, OK 74631 (e-mail: <mailto:schatzpub@aol.com>), for inclusion in *The Mobility Forum*. Requests should be in rank and alphabetical order for each milestone. Requests will be accepted by either mail or via e-mail. NAF commanders may delegate approval authority (for up to, but not including 10,000 and above milestones) to wing, group, and squadron commanders. Units should check with their respective NAF for proper procedures. Certificates for wing commanders and higher, and 10,000 hours and above are approved by AMC Commander/Vice Commander and processed by HQ AMC/SEE.

**30.4. Description of Award.**

**30.4.1. Certificates.** HQ AMC/SEE will provide blank certificates to the active duty, Guard, and Reserve units upon request. Certificates may also be obtained through the HQ AMC/SEE website: <https://amc.scott.af.mil/se/se/cfm> (certificates are in Adobe PageMaker format). Units are authorized to develop their own certificates for presentation.

**30.4.2. Patches.** Milestone patches are worn on flight suits only. Patches, up to and including 10,000, will be distributed in the same fashion as the certificates (para 30.4.1. above) (two patches per individual). Individual units are authorized to procure their own patches through commercial contract.

**30.4.3. Coins.** Recipients of the 1,500 (helicopters only), 5,000, 7,500, and 10,000-hour milestones will receive a coin reflecting appropriate milestone. Coins will be distributed in the same fashion as the certificates (para 30.4.1. above). Individual units are authorized to procure their own coins through commercial contract.

***Section C—Miscellaneous Awards. (These are not annual awards. These awards may be submitted throughout the year.)***

**31. AMC Distinguished Individual Safety Award.**

**31.1. Purpose.** Recognizes significant achievements in mishap prevention in any safety functional area (Flight, Ground, Weapons, or ORM).

**31.2. Eligibility.** All military and DAF civilian personnel assigned to AMC, ANG, or AFRC.

**31.3. Criteria.** Nominees are recognized either for a single significant mishap prevention act, or extended continuous contributions to safety (at least two years in a safety position, normally at the completion of a tour).

**31.4. Nominating Procedures.** Unit commanders send nominations through command channels to AMC NAF commanders/vice commanders who have approval authority. NAFs send a copy of approved nomination to AMC/SEE. The AMC Director of Safety approves nominations for NAF Chiefs of Safety and individuals assigned to AMC headquarters.

**31.5. Description of Award.** Plaque.

**32. AMC Excellence in Airmanship Award.**

**32.1. Purpose.** Recognizes significant achievements in airmanship.

**32.2. Eligibility.** Eligibility extends to all AMC and AMC-gained ANG and USAFR aircrew members.

**32.3. Criteria.** Recognizes achievements that prevented loss of life or substantially reduced personal injuries, or damage to an aircraft. Recognizes extraordinary application of training and procedures during critical emergencies and abnormal situations, which demonstrate the crewmember's superior airmanship, and professional execution of assigned duties. The crew must not have caused the emergency. Commanders should consider whether crew or individual actions may have caused or complicated the situation. Intent for flight is according to AFI 91-204 (hover taxi is considered flight).

**32.4. Nominating Procedures.** Unit commanders forward nominations (normally not later than 60 days after the event) through command channels to HQ AMC/SEE. A letter of explanation should

accompany extremely late submissions. If a commander wishes to be considered for nomination of the Aviation Well Done Award, prepare the nomination package for only the Aviation Well Done Award (AFI 36-2833, Section V). The awards board will evaluate for both awards.

### 33. Mobility Forum Writing Contest.

**33.1. Purpose.** To solicit contributions to AMC RP 91-2, *The Mobility Forum*, and to recognize the best of those submitted.

**33.2. Eligibility.** All military and civilians assigned to DAF, ANG, and USAFR. All other entries will be judged under a special category.

**33.3. Criteria.** Entries will be judged on the basis of safety (all disciplines), quality, airlift, tanker mission, risk management, originality, suitability for publication, application to AMC mission, readability, general quality of writing, and conformity to instructions published in *The Mobility Forum*.

**33.4. Submission Procedures .** Each entry (titled) must be the original and unpublished work of the author, typed double-spaced (DO NOT INCLUDE AUTHOR'S NAME ON ENTRY). On a separate sheet indicate entry title, author's name, rank/grade (military or civilian), position title, unit assignment, work address, home address (optional), work telephone number, and a brief biographical sketch. Entries should be mailed directly to Schatz Publishing, 11950 W. Highland Ave., Blackwell, OK 74631 (e-mail: <mailto:schatzpub@aol.com>). Additional details are published in *The Mobility Forum*.

### 34. Mobility Forum Photo Contest.

**34.1. Purpose.** To solicit contributions to AMC RP 91-2, *The Mobility Forum*, and to recognize the best of those submitted.

**34.2. Eligibility.** All military and civilians assigned to DAF, ANG, and USAFR.

**34.3. Criteria.** Entries will be judged on instructions that are published in *The Mobility Forum*.

**34.4. Submission Procedures.** Entries should be mailed directly to Schatz Publishing, 11950 W. Highland Ave., Blackwell, OK 74631 (e-mail: <mailto:schatzpub@aol.com>). Additional details are published in *The Mobility Forum*.

### 35. AMC Director's Safety Award.

**35.1. Purpose.** To recognize significant lifetime achievements in mishap prevention in any safety functional area (Flight, Ground, Weapons, or ORM) that cannot be adequately recognized by other awards. This award is not to be considered a retirement award, but is to recognize those exceptional individuals who cannot be adequately recognized by existing awards.

**35.2. Eligibility.** All military and DAF civilian personnel assigned to AMC, ANG, or AFRC.

**35.3. Criteria.** Nominees are recognized for extremely exceptional long term or career safety accomplishments and achievements.

**35.4. Nominating Procedures.** AMC Deputy Director of Safety or NAF Chiefs of Safety will nominate individuals in letter format to the AMC Director of Safety. The AMC Director of Safety is approval authority for nominations.

**35.5. Description of Award.** Award will consist of a plaque or other appropriate display.

DAVID R. ZIEGLER, Colonel, USAF  
Director of Safety